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Denver, CO 80202

John Hickenlooper
Governor

Lieutenant Governor Joseph A. Garcia
Executive Director

Student Success Advocate
Colorado Opportunity Scholarship Initiative and Colorado Challenge
Colorado Department of Higher Education

The mission of the **Colorado Opportunity Scholarship Initiative (COSI)** is to create a network of student support and scholarship programs throughout the state. We believe that by increasing student success and financial resources, Colorado youth will experience greater rates of postsecondary access, persistence, and retention. To achieve these goals, the Colorado Opportunity Scholarship Initiative identifies and funds student support programs that demonstrate measurable success in closing the attainment gap. Beginning in fall 2015, the program will also award a series of matching scholarship grants to increase private educational contributions in Colorado.

The **Colorado Challenge** is a partnership program that is targeted to improve college completion rates for students who are traditionally underrepresented in enrollment and graduation from Colorado higher education institutions. The mission of the Colorado Challenge is to increase persistence and on-time completion rates for low-income, first generation students at select, public Colorado institutions of higher education. The Colorado Challenge positively impacts students by providing wraparound services and supplemental advising. These services are primarily provided to Colorado GEAR UP, Denver Scholarship Foundation, and Daniels Fund scholars in concert with said non-profit organizations and students' institutions of higher education.

Position: Student Success Advocate

The Student Success Advocate will be responsible for coordinating, developing and implementing research, outreach and support services under the guidelines, policies, and mission of the Colorado Department of Higher Education. The Student Success Advocate will be responsible for managing multiple projects and revolving timelines under the guidance of the Colorado Opportunity Scholarship Initiative Deputy Director and the Director of College Access and Success.

The Student Success Advocate responsibilities include:

Marketing and Outreach

- With the assistance of supervisors, refine messaging for the Colorado Opportunity Scholarship Initiative and Colorado Challenge
- Build awareness of scholarship matching opportunities from the Colorado Opportunity Scholarship Initiative and work with communities on proposals for funding
- Identify new fundraising opportunities for private scholarship giving and encourage community-level conversations to improve postsecondary completion outcomes for Colorado students
- Create and manage social media plan for the Colorado Opportunity Scholarship Initiative and Colorado Challenge

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- Assist the Deputy Director in coordination and execution of two grantee symposiums annually for the Colorado Opportunity Scholarship Initiative
- Assist with planning and marketing for COSI, Challenge, and SS&AA convenings
- Manage and promote the online community for Colorado Opportunity Scholarship Initiative grantees
- Manage and promote the annual student recognition process and awards luncheon
- Assist the Director of College Access and Success with articulating a cohesive brand for Colorado Challenge across campuses

Student Success Advocacy

- Oversee contracted research of best practices in student services and scholarships, including college advising, services for first-generation students, and retention efforts to inform field staff and leadership. Translate research into meaningful best practices for community partners.
- Work closely with Developer to maximize use of databases, including data analysis to inform community-level conversations about student success rates and scholarship needs
- Oversee contracted research of current financial aid gap for Colorado students including overall scholarship dollars available in the state and opportunities for new giving
- Continue to build list of student support programs and services offered to Colorado high school and postsecondary students
- With the assistance of Developer, integrate new scholarships and student success programs into the Colorado Opportunity Scholarship Initiative online directory
- Work with field staff to develop entrance and exit surveys for Colorado Challenge students
- Assist the Deputy Director with the RFP and review process for scholarship matching funds from communities, institutions of higher education and workforce programs
- Coordinate with other divisions of the Colorado Department of Higher Education, including Student Success and Academic Affairs to ensure field staff are aware of all policy, legislative, and other updates that impact students in a timely fashion
- Other duties as assigned

Minimum Qualifications:

- Three to five years' work experience required
- Bachelor's degree in research, policy, education or related field
- Knowledge of how to distill and present dense information to various audiences
- Self-starter & self-directed
- Ability to work independently as well as be a team player
- Strong organizational skills and detail oriented
- Excellent verbal and written communication skills
- Proficiency with Microsoft Office applications including Word, Outlook, Excel, & PowerPoint
- Some travel required

Preferred Qualifications:

- Master's degree in research, policy, education or related field
- Data management experience

Reporting

Reports to the Colorado Opportunity Scholarship Initiative Deputy Director.



Compensation

This salary range for this position is \$50,000-60,000 based on education and experience with a full benefit package.

Background check required.

To Apply:

Send your resume and cover letter to shelley.banker@dhe.state.co.us

